

HRAC Meeting Minutes Tuesday, August 4, 2020	
Call to Order	Alexis Jemal called the regular meeting of the HRAC to order at 7:00 PM on 8/4//2020 via Zoom.
Roll Call	<p>Alexis Jemal conducted a roll call. The record is as follows:</p> <p>Present: Lauie Clancy, Michele Coyne, Debbie Goddeard, Varsha Iyer, Alexis Jemal, Rodney Ross, Cheryl Swift, Jenny Tannebaum, Gary Timm,</p> <p>Absent: Claudio Ramirez, Rami Sarabi,</p> <p>One Community Member: Matt Kadosh for Tap into Westfield</p>
Approval of Minutes	Cheryl Swift read the minutes from the July 14, 2020 meeting. The minutes were approved as read.
Agenda	
Old Business/New Business	<p><u>Report of Alexis Jemal's meeting with the liaisons.</u></p> <p>On Tuesday, July 30th, Alexis Jemal met with the HRAC liaisons. The liaisons are as follows:</p> <ul style="list-style-type: none"> ● Rabbi Ethan Prosnit, Temple Emmanu-El also representing the Westfield Clergy Association, formerly the Ministerium ● Christopher Battiloro, Chief of Police ● Anthony Tiller, Chief of Fire Department also the First African American Fire Chief in Westfield NJ ● Dr. Margaret Dolan, Superintendent of Schools ● Lee Shaefer - Community Member and Representative for the Public Arts Commission ● Ron Holmes - Community Member and Representative for the Senior Advisory Council ● Anna Qiang - Westfield High School Senior <p>Alexis Jamel reported that the meeting went well. The meeting was mainly to introduce HRAC's mission statement and to share the work of the committees. The next meeting with the</p>

	<p>liaison is scheduled to occur on Tuesday, August 18th at 7:00 PM with the entire HRAC commission. The focus of the next is to share more about our work so far and the plans for each of the committees. In addition, the liaisons and the commission should share protocols and processes for how we will work effectively together. Alexis Jemal shared her idea to have committees reach out directly to liaisons and work with them rather than the HRAC as a whole.</p> <p>During the meeting the liaisons also shared the projects that they had in the works for each of their areas. For example, Dr. Dolan shared that they are examining their hiring processes and looking at their curriculum. The liaisons all had plans that they were putting into actions.</p> <p><u>Committee Reports</u></p> <p><i>Information Gathering & Disminenation Committee (Research Committee)</i></p> <p>Chair: Debbie</p> <p>Co-Chair: Varsha</p> <p>Committee Members: Gary, Ronnie, and Cheryl</p> <p>Debbie reported the following from her committee meeting. Four of the five members were able to meet; Cheryl was unable to attend The committee talked about what kinds of needs they wanted to address and discussed the mission of the committee and setting some high level goals. The discussion fell into two major categories.</p> <ol style="list-style-type: none">1. Data collection from the community to give a baseline of our impact as we engage in different activities.<ol style="list-style-type: none">a. Three mains ways to gather information<ol style="list-style-type: none">i. Surveys (email, social media) - The committee wants to do research on what the town may offer to connect with community residents to do a survey.ii. Focus groupsiii. Plug into the communication wire to get relevant incident reports from the police.b. For the surveys, the committee wants to know:<ol style="list-style-type: none">i. Issues people perceive and face in Westfieldii. People’s perceptions about things that are happening in Westfield (What do you think about the kind of bias incidents that happen in Westfield?)2. Researching other organizations and similar
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	<p>commissions out there. Gary mentioned that there was a state level community relations committee and that he would call and find out more information</p> <p>a. The committee was charged to look at other committees and other surveys.</p> <p>Alexis Jemal mentioned that Red Bank has a similar commission. She also mentioned that the MLK association did a community forum in 2016 and they were planning to do something like that again. This would be a great opportunity for a partnership as not to duplicate efforts. Alexis is on the board of MLK and will connect us with the president.</p> <p>Jenifer asked, "How the committee plans to compile and share the information once it is gathered. Debbie mentioned that she will share in a google drive. Debbie stated that the committee is in the information gathering phase of the information gathering. Debbie also shared that she received seven times the amount of responses to a national survey from her work. Cheryl asked how they got so many responses. Debbie shared that they connected with people on youtube who had big audience and partnered with different organizations to email the survey to their networks. Partner organizations co-sponsored and shared data. As we build organizational partners in Westfield, we may want to consider building a communications lists.</p> <p>Debbie noted that we need to discuss ways to get information from people who are 18 and under as many of them are also sharing bias incidents.</p> <p><i>Community Education and Engagement</i> Chair: Jennifer Members: Varsha, Debbie, Lori, Michele, Cheryl</p> <p>Jennifer met this past Sunday. Varsha, Debbie, Lori. Michele and Cheryl could not attend.</p> <p>The committee has two main focuses - education and engagement. They did lots of brainstorming.</p> <p>In terms of education, the committee wants to help create a forum for discussion and promote a community of inclusion. It is not a single issue, but to address all hate and bias and to create a foundation and an open forum for discussion in order to have an inclusive community.</p> <p>The committee has not yet come up with a mission statement</p>
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yet.

Some of the Ideas for education include:

1. Community Workshops
2. Community Book clubs broken down by age groups (Ex. One school/One Book)
3. Community Projects like the butterfly project
4. Writing contest
5. Townwide community service projects
6. Speakers
7. Round table
8. Movie night (civil rights movement, holocaust movement)
9. Booths at the fall festival
10. Virtual events during pandemic
11. Story book/Story Core - Laurie mentioned that this can be done one on one which is ideal by people who don't know each other. It can serve as a recorded history of how this project will evolve. One viewer and one speaker and switch roles.
 - a. Kids can do podcast
12. School newsletters where students serve as reporters to do interviews - The idea is that the community will engage if their children are engaged.

The committees ideas are fluid and they are open to ideas.

The committee's second focus is engagement which interconnected to education. The committee wants to hook the community so that they want to come to the events. To do so they want to:

1. Work with both other committees
2. Create community partnerships
 - a. Foster relationships with the liaisons and groups like MLK
3. Build relationships with the schools
4. Empower all different leaders as this is a partnership

They also discussed social media outreach like Facebook Twitter, and having a TikTok contest of some sort. They are thinking of ways to involve and engage all age groups.

Alexis mentioned a potential project. She receives information about hate graffiti and suggested a campaign to reclaim the space with inclusive art. She briefly mentioned it to Mayor Brindle and to the arts liaison. They are both on board with the Erase the Hate campaign.

Policies, Practices and Culture

Chair: Ronnie

Members:

The PPC committee met and discussed two major areas:

1. Authority - Police, Fire, First Responders, Court System, etc. - Example - Justice initiative using intervention techniques with someone who is charged with a hate or bias crime.
2. Education - Example - hiring initiatives for all grade levels

To keep the committee from being redundant, they want to know things like: What bias training currently exists? What are the requirements for employment?

The committee also discussed what they were passionate about and what they want to see changed. They liked the proactive example, replace the hate campaign.

Alexis asked what is the difference between practices and community engagement...she encourages us to ponder how to ensure that we were not duplicating efforts.

She said suggested that practices are more at institutional levels like suspending children. For example, Dr. Dolan mentioned that they looked at their disciplinary data and found racial disparities in their suspension data where they were suspending black children at higher rates than white children.

Alexis want us to think about the following for the upcoming meetings:

- Formal ways to make proposals.
- Processes and committees interact with one another and the full HRAC.

She recommended that each committee member set up a folder on Google or Slack and will seek Debbie's expertise on which is better. She would like all minutes and notes from the committee to be placed into the folder.

Alexis would also like to talk to Michele about conducting implicit bias training for us as a committee.

Matt from Tap Into Westfield asked the contact information for the Alexis.

Next Meeting	The next meeting is scheduled for Tuesday, August 18, 2020 @ 7:00 PM via Zoom.
Adjournment	Alexis Jemal adjourned the meeting at 8:12 PM.